	Desument No.	AFORET
	thange Alap Charad For Release 2002/05	/02 : 9
٨	Hass, Changed To: TS S C By: 36 By: 36	18 December 1953
÷ .	MINORANDEM FOR: Acting Depu	tw Dimenton for a con-
		rt for Week Ending 18 December 1953
	1. General	
	S. Transfer of Motor F	col Functions - (completed item)
	On 14 December 195	3 the Motor Pool became a function and the res-
	2. Staff Items of Interest	
25X1A2d1	a. Praject	
25X1A2d1	MATS have been cancelled. Arm of scheduled flight : en 16 December 1953.	hip the high pressure fittings and hose by anguments have been made to take advantage leaving Andrews Air Force Base for
25X1A9a	b. Briefing for	25X1A6a
25X1A9a	a thorough briefing on 14 Decem of the Logistics Office.	25X1A6a ber 1953 on the functions and responsibilities
	3. Administration	
	a. Action Copies of Diam	Atches and Cables - (new item)
25X1A2d1 5X1A2d1 [retariat, and the Logistics Offi dispatches and cables regarding	ting held between the FE Division, Cable Sec- ice, it has been agreed that action copies of routine logistical matters from Head- 25X1A6a ed to the Logistics Office. The indicator te such direct action and will become effective
	b. Basic Intelligence Cou	THE (SUP) - (continued item)
	during the week of 12	lice presentation in this course

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25X1A2d1

	4. Transportation Division
or and	E. Operational Statistics, Week Ending 17 December 1953 - (continued item)
	(1) Tracking Operations: (a) Townsge Moved - 15 tons (cut of town) (b) Total Truck Mileage - 7,181 miles
	(2) Cargo Operations: (a) Total Air Shipments - 29 (b) Tonnage Moved - Air - 4.5 tons (c) Total Surface Shipments - 61 (d) Tonnage Moved - Surface - 17 tons
•	(3) Personal Property Shipments: (a) Incoming Personal Property - 26 (b) Outgoing Personal Property - 9 (c) Incoming Privately-Owned Automobiles - 0 (d) Outgoing Privately-Owned Automobiles - 4
	5. Supply Division 25X1A6a
	a. Daily Transportation to (new item)
25X1A6a	Three (3) scheduled trips have been established between Central Building, I Building, Quarters Eye and Alcott Hall to be utilized by personnel in transacting official business and effecting small deliveries between these points and
*	6. Progurement Division
	a. Contract Documents and Requisitions - (continued item)
25X1A5a1	Contracts Connectity & Quantity Entritional Studies Dollar Value \$ 52,042.00
	15,209.00 25X1X1
	(2) Requisitions - By Division Branch Procial Purch. Military Purch. Contract Purchase Order Total Brought Fwd. 3 111 286 404 Received 16 23 8 124 171 Completed 14 18 15 136 189
	Tanding 5
25X1A1a	Aust.Oblig. 9 104 274 392

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7. Real Estate and Construction Division

a. Projecte

25X1A6a

Bids have been received from seven (7) companies covering additional work estimated at \$145,080.56. The contract is now in process of discussion with the low bidder. It is anticipated that the contract will be awarded prior to 30 December 1953.

15/

JAMES A. GARRISON Chief of Logistics

LO/SS/ARL:mk (18 Dec. 1953)

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